



# **HEALTH & COMPLIANCE COMMITTEE MEETING**

## **AGENDA**

**7 APRIL 2015**

*Your attendance is required at a meeting of the Health & Compliance Committee to be held in the Council Chambers, 232 Bolsover Street, Rockhampton on 7 April 2015 commencing at 3.00pm for transaction of the enclosed business.*

A handwritten signature in black ink, appearing to be "C. R.", written in a cursive style.

**CHIEF EXECUTIVE OFFICER**  
31 March 2015

Next Meeting Date: 05.05.15

**Please note:**

In accordance with the *Local Government Regulation 2012*, please be advised that all discussion held during the meeting is recorded for the purpose of verifying the minutes. This will include any discussion involving a Councillor, staff member or a member of the public.

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**1 OPENING**

**2 PRESENT**

Members Present:

Councillor C E Smith (Chairperson)  
The Mayor, Councillor M F Strelow  
Councillor N K Fisher  
Councillor A P Williams

In Attendance:

Mr M Rowe – General Manager Community Services (Executive Officer)  
Mr E Pardon – Chief Executive Officer

**3 APOLOGIES AND LEAVE OF ABSENCE**

**4 CONFIRMATION OF MINUTES**

Minutes of the Health & Compliance Committee held 3 February 2015

**5 DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA**

**6 BUSINESS OUTSTANDING**

Nil

**7 PUBLIC FORUMS/DEPUTATIONS**

Nil

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## 8 OFFICERS' REPORTS

### 8.1 FOOD BUSINESS LICENSING AT ROCKHAMPTON SHOW EVENTS

<b>File No:</b>	<b>6530</b>
<b>Attachments:</b>	<b>Nil</b>
<b>Authorising Officer:</b>	<b>Michael Rowe - General Manager Community Services</b>
<b>Author:</b>	<b>Catherine Hayes - Manager Community Standards and Compliance</b>

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#### SUMMARY

*The Environment and Public Health Unit seeks Council's guidance on how the Unit responds to identifying unlicensed licensable food businesses at the Rockhampton Shows.*

#### OFFICER'S RECOMMENDATION

THAT an Environmental Health Officer may require the operator of an unlicensed licensable food business at the Rockhampton Show to cease operation until a food business licence is obtained.

#### COMMENTARY

The Environment and Public Health Unit makes contact with the show organiser and the Showman's Guild each year before the show to obtain a list of proposed food businesses. Officers contact those who we cannot determine whether they have a food business licence or require a food business licence.

The Environment and Public Health Unit has identified a number of premises (mostly temporary stalls) operating without a food business licence at the Rockhampton Show. These include licensed food businesses eg mobile vans that set up temporary premises at the Show which are not covered by their food business licence. Many operators are repeat offenders.

In these instances officers have requested the operator of the food business to make an application for a food business licence on the same day as the unlicensed premise was identified. The application is usually assessed on the same day. This process places undue pressure on officers to make quick assessments of the proposed food business.

For the purpose of this report an Environmental Health Officer includes the Supervisor Environmental Health, Senior Environmental Health Officer, Environmental Health Officer and an Assistant Environmental Health Officer.

#### BUDGET IMPLICATIONS

Staffing and associated costs are provided for in the current budget.

#### LEGISLATIVE CONTEXT

The *Food Act 2006* (the *Act*) requires operators of licensable food businesses to hold a food business licence.

Local Government is responsible for the administration of the *Act* and is required to ensure licensable food businesses have a food business licence and comply with the Food Safety Standards.

The *Act* allows the Local Government 30 days to assess applications for a food business licence to ensure that the application is properly assessed. If there is insufficient information to assess the application, the *Act* allows Council to request further information to decide the application and must give a minimum of 28 days for the applicant to provide the information.

The *Act* provides enforcement tools ranging from legislative notices to prosecutions.



**STAFFING IMPLICATIONS**

There are no additional staff implications.

**RISK ASSESSMENT**

Operating a food business without a food business licence has been identified as a medium risk in the Environment and Public Health's Unit's Enforcement Strategy.

**CORPORATE/OPERATIONAL PLAN**

Councils 2012-2017 Corporate Plan identified in the environment section, under the healthy and liveable environment for everyone to enjoy outcome that the Environment and Public Health Unit will provide regulatory and compliance services within statutory requirements and best practice.

The same activity is provided for in the 2014-2015 Council Operational Plan.

**ALTERNATIVE OPTIONS**

Alternative options have been considered and are not recommended for the following reasons:

**1. Take no action**

To take no action would be in direct conflict with the legislative requirements of the *Food Act 2006* and Council's Corporate and Operational plans.

**2. Request a licence and allow the business to operate and process the application within the day.**

This option puts undue strain on the Environment and Public Health Unit staff at a time when it is already busy. Staff members spend the majority of at least one fully day at the show to ensure compliance with the operational requirements of the Act and Food Safety Standards. This is conducted to ensure that the food being provided to the public is safe and suitable. Unlicensed licensable premises are also identified on the public holiday, officers do not have access to Council's computer system to process applications on these days.

**3. Issue a PIN**

This option does not solve the problem of the premise continuing to operate unlicensed; it does not require them to submit an application to ensure that they have a food business licence or to stop operation. Council officers can issue a PIN on each day that they operate without a food business licence.

**CONCLUSION**

The Environment & Public Health Unit has attempted to work with operators of food businesses at the Rockhampton Show to ensure that they meet the requirements of the *Food Act 2006*. In some cases, people continue to breach the requirements of the Act in relation to ensuring that they are appropriately licensed for the event. The Environment and Public Health Unit seeks Council's guidance on how the Unit responds to unlicensed licensable food businesses at the Rockhampton Show at events

## 9 STRATEGIC REPORTS

### 9.1 MONTHLY OPERATIONS REPORT FROM COMMUNITY STANDARDS AND COMPLIANCE SECTION FOR JANUARY 2015

**File No:** 1464

- Attachments:**
1. Monthly Operations Report From Community Standards and Compliance Section for January 2015.
  2. Traffic Light Report for Community Standards and Compliance for the month of January 2015.
  3. Financial Matters Report - Community Standards and Compliance Section for January 2015

**Authorising Officer:** Michael Rowe - General Manager Community Services

**Author:** Catherine Hayes - Manager Community Standards and Compliance

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#### SUMMARY

*The Monthly Operations Report for Community Standards and Compliance Section as at 31 January 2015 is presented for Councillor's information.*

#### OFFICER'S RECOMMENDATION

THAT the Community Standards and Compliance Monthly Operations Report for January 2015 be received.

#### COMMENTARY

This report provides information about the activities of Rockhampton Regional Council's Community Standards and Compliance Section for the month of January 2015.

The Section consists of five units namely Environment and Public Health, Local Laws, Vector Management, Pest Management and Support Services.

**MONTHLY OPERATIONS REPORT  
FROM COMMUNITY STANDARDS AND  
COMPLIANCE SECTION FOR  
JANUARY 2015**

**Monthly Operations Report From  
Community Standards and Compliance  
Section for January 2015**

**Meeting Date: 7 April 2015**

**Attachment No: 1**

**MONTHLY OPERATIONS REPORT**  
**COMMUNITY STANDARDS AND COMPLIANCE SECTION**  
**Period Ended January 2015**

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**VARIATIONS, ISSUES AND INNOVATIONS*****Innovations***

*Nil*

***Improvements / Deterioration in Levels of Services or Cost Drivers***

Improvements: Overgrown and unsightly allotment complaints where mosquitos and rats have formed part of the complaint are now being investigated by Vector Management Officers only. In the past both Vector Management Officers and Local Laws Officers were tasked the request and undertook separate investigations.

**LINKAGES TO OPERATIONAL PLAN**

**1. COMPLIANCE WITH CUSTOMER SERVICE REQUESTS**

The response times for completing the predominant customer requests in the reporting period for January 2015 are outlined in Attachment 2.

***Comments & Additional Information***

## **2. COMPLIANCE WITH STATUTORY AND REGULATORY REQUIREMENTS INCLUDING SAFETY, RISK AND OTHER LEGISLATIVE MATTERS**

### ***Safety Statistics***

The safety statistics for the reporting period are:

	Nov	Dec	Jan
<b>Number of Lost Time Injuries</b>	0	0	0
<b>Number of Days Lost Due to Injury</b>	0	0	0
<b>Total Number of Incidents Reported</b>	2	1	2
<b>Hazard Inspections completed</b>	0	0	0

### ***Risk Management Summary***

Example from Section Risk Register (excludes risks accepted/ALARP)

<b>Risk</b>	<b>Current Risk Rating</b>	<b>Future Control &amp; Risk Treatment Plans</b>	<b>Due Date</b>	<b>% Completed</b>
<b>Pest Management -</b> Council does not have appropriate and implemented pest management planning for pest plants and pest animal management leading to public complaints about service delivery, localized damage to Council's reputation, temporary redirection/addition of staff/resources required.	Moderate	Legislative changes occurring in 2016. Review and realign plan with newly identified changes. Review of service level arrangements/requirements	2016	0
<b>Local Laws -</b> Failure to achieve earned income targets resulting in an inability to fund operations; poor service delivery and public dissatisfaction.	Very High 3	1. Effective infringement financial management process to be put in place. 2. Internal Process Review	30/06/14	5% as at 5/3/14
<b>Local Laws -</b> Inconsistent regulation and enforcement of local laws and legislation resulting in poor service and considerable public dissatisfaction.	High 4	1. Reviewed to be completed: Internal Audit, Process Review, Legal review of Local Laws 2. membership subscription to LGAQ's Legislation Compliance Section. 3. Join SEQ Regional Animal Management Group (SEQRAM).	31/12/14	5% as at 5/3/14

**Legislative Compliance & Standards**

Legislative Compliance Matter	Due Date	% Completed	Comments
Council's Ground Distribution Contract Licence outdated	6 April 2017		Not due until 6 April 2017
Pest Management Officers AC/DC Licenses	Various	100%	
Vector Management Officers Pest Management Technicians Licenses	Various	100%	
Local Laws Power of Entry Training	Various	100%	completed
Investigation Skills	Various	44%	
Animal Management	Various	100%	completed

**3. ACHIEVEMENT OF CAPITAL PROJECTS WITHIN ADOPTED BUDGET AND APPROVED TIMEFRAME**

No capital projects are relevant to the Community Standards and Compliance Section.

**4. ACHIEVEMENT OF OPERATIONAL PROJECTS WITHIN ADOPTED BUDGET AND APPROVED TIMEFRAME**

Project	Revised Budget	Actual (incl. committals)	% Budget Expended	Explanation
Issue of Dog Registration Renewals	20,000	To be determined	82%	Renewals issued
Systematic Inspection	20,000	To be determined	TBA	100% completed
Micro Chipping Day	4,000	To be determined	TBA	

**5. DELIVERY OF SERVICES AND ACTIVITIES IN ACCORDANCE WITH COUNCIL'S ADOPTED SERVICE LEVELS****Adopted/Operational Service Level Standards & Performance**

Service Level	Target	Current Performance
Annual inspection of licensed food businesses undertaken	100%	67%
Annual inspection of licensed businesses that provide higher risk personal appearance services undertaken	100%	20%
Annual inspection of devolved licensed environmentally relevant activities undertaken	100%	27%

Please note the service levels depicted in the above table are operational standards only and have not been formally adopted by Council.

**FINANCIAL MATTERS**

The Financial Matters report is outlined in Attachment 3.

**MONTHLY OPERATIONS REPORT  
FROM COMMUNITY STANDARDS AND  
COMPLIANCE SECTION FOR  
JANUARY 2015**

**Traffic Light Report for Community  
Standards and Compliance for the  
month of January 2015**

**Meeting Date: 7 April 2015**

**Attachment No: 2**





## All Monthly Requests (Priority 3) Community Standards Compliance 'Traffic Light' report January 2015

	Balance B/F	Completed in Current Mth	Current Month NEW Requests		TOTAL INCOMPLETE REQUESTS BALANCE	Under Long Term Investigation	Completion Standard (days)	Avg Completion Time (days) Current Mth	Avg Completion Time (days) 6 Months	Avg Completion Time (days) 12 Months	Avg Duration (days) 12 Months (complete and incomplete)
			Received	Completed							
Dog Registration Enquiry	26	24	56	39	19	0	10	● 4.72	● 5.58	● 6.58	3.39
Animals (more than permitted number)	26	13	33	18	28	0	30	● 5.11	● 13.35	● 15.72	8.03
Comm Compliance Barking Letter/Visitors Advice	2	1	7	4	4	0	5	● 2.00	● 6.49	● 6.41	1.97
Dog Attack on Animal (Confirmed)	0	0	0	0	0	0	10	● 0.00	● 0.00	● 0.00	0.00
Dog Attack on Person (Fear) CSO	15	6	18	4	23	0	20	● 8.25	● 16.11	● 16.11	10.39
Dog Attack on Animal (Alleged) CSO	17	2	11	2	24	0	20	● 7.00	● 21.50	● 23.66	10.73
Dog Attack on Person (Bite) CSO	3	1	5	0	7	0	20	● 0.00	● 24.53	● 24.61	9.49
Heavy Vehicle Parking	0	0	5	5	0	0	10	● 7.00	● 6.52	● 5.88	2.61
Overgrown Allotments	36	15	129	49	101	1	45	● 3.43	● 13.58	● 17.23	13.72
Regulated Parking	2	2	25	19	6	0	10	● 3.00	● 5.00	● 5.27	2.62
Dust Complaint	0	0	1	1	0	0	10	● 1.00	● 6.00	● 8.93	4.73
Litter/Illegal Dumping	8	3	11	5	11	0	20	● 2.00	● 6.90	● 7.25	5.06
Noise Complaint	0	0	3	1	2	0	10	● 1.00	● 7.89	● 7.70	3.42
Barking Dog Complaint - Stage 1	3	3	42	38	4	0	3	● 1.29	● 1.38	● 1.25	0.52
Barking Dog Complaint - Stage 2 LLEO Use Only	8	4	3	1	6	0	30	● 9.00	● 19.36	● 21.01	11.64
Vector Misting	0	0	11	11	0	0	7	● 0.45	● 1.10	● 1.10	0.48
Nuisance Vehicle	8	7	37	25	13	0	10	● 5.28	● 7.77	● 7.52	3.83
Wandering Animals (dogs, cats, poultry)	28	26	114	61	55	0	10	● 0.70	● 1.25	● 1.50	0.96
Wandering Stock	4	4	18	16	2	0	10	● 2.81	● 4.35	● 4.12	1.17

**MONTHLY OPERATIONS REPORT  
FROM COMMUNITY STANDARDS AND  
COMPLIANCE SECTION FOR  
JANUARY 2015**

**Financial Matters Report - Community  
Standards and Compliance Section for  
January 2015**

**Meeting Date: 7 April 2015**

**Attachment No: 3**

	B	C	D	E	F	G	H	I	J	K	N
2	<b>End of Month General Ledger - (Operating Only) - COMMUNITY SERVICES</b>										
3	<b>As At End Of January</b>										
4	Report Run: 18-Feb-2015 11:04:03 Excludes Nat Accs: 2802,2914,2917,2924										
5					Adopted	Revised	EOM	YTD Actual	Commit + Actual	Variance	On target
6					Budget	Budget	Commitments	\$	\$	%	58.3% of Year Gone
8	<b>COMMUNITY SERVICES</b>										
10	<b>HEALTH &amp; ENVIRONMENT</b>										
12	<i>Local Laws</i>										
14	Revenues				(1,054,750)	0	0	(863,383)	(863,383)	82%	✓
15	Expenses				2,096,493	0	153,797	984,112	1,137,908	54%	✓
16	Transfer / Overhead Allocation				214,200	0	0	105,459	105,459	49%	✓
18	<b>Total Unit: Local Laws</b>				<b>1,255,943</b>	<b>0</b>	<b>153,797</b>	<b>226,188</b>	<b>379,985</b>	<b>30%</b>	<b>✓</b>
21	<i>Environmental Services &amp; Public Health</i>										
23	Revenues				(195,858)	0	0	(60,155)	(60,155)	31%	✗
24	Expenses				803,672	0	2,324	283,090	285,414	36%	✓
25	Transfer / Overhead Allocation				65,000	0	0	19,778	19,778	30%	✓
27	<b>Total Unit: Environmental Services &amp; Public Health</b>				<b>672,814</b>	<b>0</b>	<b>2,324</b>	<b>242,713</b>	<b>245,037</b>	<b>36%</b>	<b>✓</b>
30	<i>Health and Environment</i>										
32	Revenues				0	0	0	0	0	0%	✓
33	Expenses				346,417	0	0	79,830	79,830	23%	✓
34	Transfer / Overhead Allocation				0	0	0	0	0	0%	✓
36	<b>Total Unit: Health and Environment</b>				<b>346,417</b>	<b>0</b>	<b>0</b>	<b>79,830</b>	<b>79,830</b>	<b>23%</b>	<b>✓</b>
38	<i>Pest Management</i>										
40	Revenues				(500)	0	0	(1,305)	(1,305)	261%	✓
41	Expenses				729,350	0	6,416	333,719	340,135	47%	✓
42	Transfer / Overhead Allocation				144,000	0	0	74,273	74,273	52%	✓
44	<b>Total Unit: Pest Management</b>				<b>872,850</b>	<b>0</b>	<b>6,416</b>	<b>406,687</b>	<b>413,103</b>	<b>47%</b>	<b>✓</b>
46	<i>Vector Management</i>										
48	Revenues				(1,000)	0	0	0	0	0%	✗
49	Expenses				483,589	0	10,932	232,614	243,546	50%	✓
50	Transfer / Overhead Allocation				92,000	0	0	43,190	43,190	47%	✓
52	<b>Total Unit: Vector Management</b>				<b>574,589</b>	<b>0</b>	<b>10,932</b>	<b>275,804</b>	<b>286,736</b>	<b>50%</b>	<b>✓</b>
54	<b>Total Section: HEALTH &amp; ENVIRONMENT</b>										
55					<b>3,722,613</b>	<b>0</b>	<b>173,469</b>	<b>1,231,221</b>	<b>2,809,381</b>	<b>75%</b>	<b>✗</b>

**9.2 MONTHLY OPERATIONS REPORT FROM COMMUNITY STANDARDS AND COMPLIANCE SECTION FOR FEBRUARY 2015****File No:** 1464**Attachments:**

1. Monthly Operations Report Community Standards and Compliance Section Period Ended February 2015
2. Traffic Light Report for February 2015
3. Financial Matters Report for Community Standards and Compliance Unit February 2015

**Authorising Officer:** Michael Rowe - General Manager Community Services**Author:** Catherine Hayes - Manager Community Standards and Compliance

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**SUMMARY**

*The monthly Operations Report for Community Standards and Compliance Section as at 28<sup>th</sup> February 2015 is presented for Councillor's information.*

**OFFICER'S RECOMMENDATION**

THAT the Community Standards and Compliance Monthly Operations Report for February 2015 be received.

**COMMENTARY**

This report provides information about the activities of Rockhampton Regional Council's Community Standards and Compliance Section for the month of February 2015.

The Section consists of five units namely Environment and Public Health, Local Laws, Vector Management, Pest Management and Support Services.

**MONTHLY OPERATIONS REPORT  
FROM COMMUNITY STANDARDS AND  
COMPLIANCE SECTION FOR  
FEBRUARY 2015**

**Monthly Operations Report Community  
Standards and Compliance Section  
Period Ended February 2015**

**Meeting Date: 7 April 2015**

**Attachment No: 1**

**MONTHLY OPERATIONS REPORT**  
**COMMUNITY STANDARDS AND COMPLIANCE SECTION**  
**Period Ended February 2015**

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**VARIATIONS, ISSUES AND INNOVATIONS**

***Innovations***

*Nil*

***Improvements / Deterioration in Levels of Services or Cost Drivers***

**LINKAGES TO OPERATIONAL PLAN**

**1. COMPLIANCE WITH CUSTOMER SERVICE REQUESTS**

The response times for completing the predominant customer requests in the reporting period for February 2015 are outlined in Attachment 2.

***Comments & Additional Information***

## **2. COMPLIANCE WITH STATUTORY AND REGULATORY REQUIREMENTS INCLUDING SAFETY, RISK AND OTHER LEGISLATIVE MATTERS**

### ***Safety Statistics***

The safety statistics for the reporting period are:

	Dec	Jan	Feb
<b>Number of Lost Time Injuries</b>	0	0	1
<b>Number of Days Lost Due to Injury</b>	0	0	21
<b>Total Number of Incidents Reported</b>	1	2	4
<b>Hazard Inspections completed</b>	0	0	1

### ***Risk Management Summary***

Example from Section Risk Register (excludes risks accepted/ALARP)

<b>Risk</b>	<b>Current Risk Rating</b>	<b>Future Control &amp; Risk Treatment Plans</b>	<b>Due Date</b>	<b>% Completed</b>
<b>Pest Management -</b> Council does not have appropriate and implemented pest management planning for pest plants and pest animal management leading to public complaints about service delivery, localized damage to Council's reputation, temporary redirection/addition of staff/resources required.	Moderate	Legislative changes occurring in 2016. Review and realign plan with newly identified changes. Review of service level arrangements/requirements	2016	0
<b>Local Laws -</b> Failure to achieve earned income targets resulting in an inability to fund operations; poor service delivery and public dissatisfaction.	Very High 3	1. Effective infringement financial management process to be put in place. 2. Internal Process Review	30/06/14	5% as at 24/3/15
<b>Local Laws –</b> Inconsistent regulation and enforcement of local laws and legislation resulting in poor service and considerable public dissatisfaction.	High 4	1. Reviewed to be completed: Internal Audit, Process Review, Legal review of Local Laws 2. membership subscription to LGAQ's Legislation Compliance Section. 3. Join SEQ Regional Animal Management Group (SEQRAM).	31/12/14	5% as at 24/3/15



**Legislative Compliance & Standards**

Legislative Compliance Matter	Due Date	% Completed	Comments
Council's Ground Distribution Contract Licence outdated	6 April 2017		Not due until 6 April 2017
Pest Management Officers AC/DC Licenses	Various	100%	<b>COMPLETED</b>
Vector Management Officers Pest Management Technicians Licenses	Various	100%	<b>COMPLETED</b>
Local Laws Power of Entry Training	Various	100%	<b>COMPLETED</b>
Investigation Skills	Various	9%	
Animal Management	Various	100%	<b>COMPLETED</b>

**3. ACHIEVEMENT OF CAPITAL PROJECTS WITHIN ADOPTED BUDGET AND APPROVED TIMEFRAME**

No capital projects are relevant to the Community Standards and Compliance Section.

**4. ACHIEVEMENT OF OPERATIONAL PROJECTS WITHIN ADOPTED BUDGET AND APPROVED TIMEFRAME**

Project	Revised Budget	Actual (incl. committals)	% Budget Expended	Explanation
Issue of Dog Registration Renewals	\$20 000.00	\$16400.00	82%	Renewals issued
Micro Chipping Days	\$11 000.00	\$4433.00	40% to date	Another event 30/05/15

**5. DELIVERY OF SERVICES AND ACTIVITIES IN ACCORDANCE WITH COUNCIL'S ADOPTED SERVICE LEVELS****Adopted/Operational Service Level Standards & Performance**

Service Level	Target	Current Performance
Annual inspection of licensed food businesses undertaken	100%	72%
Annual inspection of licensed businesses that provide higher risk personal appearance services undertaken	100%	27%
Annual inspection of devolved licensed environmentally relevant activities undertaken	100%	30%

Please note the service levels depicted in the above table are operational standards only and have not been formally adopted by Council.

**FINANCIAL MATTERS**

The Financial Matters report is outlined in Attachment 3.

**MONTHLY OPERATIONS REPORT  
FROM COMMUNITY STANDARDS AND  
COMPLIANCE SECTION FOR  
FEBRUARY 2015**

**Traffic Light Report for February 2015**

**Meeting Date: 7 April 2015**

**Attachment No: 2**



## All Monthly Requests (Priority 3) Community Standards Compliance 'Traffic Light' report February 2015

	Balance B/F	Completed in Current Mth	Current Month NEW Requests		TOTAL INCOMPLETE REQUESTS BALANCE	Under Long Term Investigation	Completion Standard (days)	Avg Completion Time (days)		Avg Completion Time (days) 6 Months	Avg Completion Time (days) 12 Months	Avg Duration (days) 12 Months (complete and incomplete)
			Received	Completed				Current Mth				
Dog Registration Enquiry	19	14	46	41	10	0	10	● 2.49	● 5.65	● 5.68	3.30	
Animals (more than permitted number)	28	11	14	2	29	0	30	● 0.50	● 16.30	● 16.62	8.99	
Comm Compliance Barking Letter/Visitors Advice	4	3	25	22	4	0	5	● 1.00	● 4.69	● 5.10	1.63	
Dog Attack on Animal (Confirmed)	0	0	0	0	0	0	10	● 0.00	● 0.00	● 0.00	0.00	
Dog Attack on Person (Fear) CSO	23	10	18	2	29	0	20	● 1.50	● 20.82	● 20.82	10.00	
Dog Attack on Animal (Alleged) CSO	25	12	12	0	25	0	20	● 0.00	● 26.17	● 24.16	10.41	
Dog Attack on Person (Bite) CSO	7	4	10	3	10	0	20	● 6.33	● 23.78	● 24.29	9.20	
Heavy Vehicle Parking	0	0	3	3	0	0	10	● 4.67	● 5.00	● 5.94	2.81	
Overgrown Allotments	102	50	99	99	52	0	45	● 6.97	● 12.52	● 16.10	14.07	
Regulated Parking	5	5	29	21	8	0	10	● 3.14	● 4.74	● 5.12	2.82	
Dust Complaint	0	0	0	0	0	0	10	● 0.00	● 6.00	● 9.50	4.56	
Litter/Illegal Dumping	10	6	13	7	10	0	20	● 3.86	● 7.91	● 7.56	6.04	
Noise Complaint	2	2	12	11	1	0	10	● 1.55	● 5.76	● 7.39	3.05	
Barking Dog Complaint - Stage 1	4	3	31	31	1	0	3	● 0.81	● 1.06	● 1.18	0.52	
Barking Dog Complaint - Stage 2 LLEO Use Only	6	4	9	1	10	0	30	● 1.00	● 22.13	● 19.61	10.85	
Vector Misting	0	0	7	7	0	0	7	● 0.00	● 0.89	● 0.89	0.39	
Nuisance Vehicle	10	7	34	18	19	0	10	● 5.17	● 7.66	● 7.47	4.13	
Wandering Animals (dogs, cats, poultry)	54	47	76	40	43	0	10	● 0.63	● 1.29	● 1.47	0.93	
Wandering Stock	2	1	14	11	4	0	10	● 4.82	● 4.69	● 4.07	1.40	

**MONTHLY OPERATIONS REPORT  
FROM COMMUNITY STANDARDS AND  
COMPLIANCE SECTION FOR  
FEBRUARY 2015**

**Financial Matters Report for  
Community Standards and Compliance  
Unit February 2015**

**Meeting Date: 7 April 2015**

**Attachment No: 3**



End of Month General Ledger - (Operating Only) - COMMUNITY SERVICES

As At End Of February

Report Run: 12-Mar-2015 09:17:33 Excludes Nat Accs: 2802,2914,2917,2924

	Adopted Budget	Revised Budget	EOM Commitments	YTD Actual	Commit + Actual	Variance	On target
	\$	\$	\$	\$	\$	%	66.7% of Year Gone
<b>COMMUNITY SERVICES</b>							
<b>HEALTH &amp; ENVIRONMENT</b>							
<u>Local Laws</u>							
Revenues	(1,054,750)	(1,088,516)	0	(911,690)	(911,690)	86%	✓
Expenses	2,096,493	2,315,786	123,700	1,120,173	1,243,873	59%	✓
Transfer / Overhead Allocation	214,200	216,984	0	117,676	117,676	55%	✓
<b>Total Unit: Local Laws</b>	<b>1,255,943</b>	<b>1,444,254</b>	<b>123,700</b>	<b>326,159</b>	<b>449,859</b>	<b>36%</b>	<b>✓</b>
<u>Enviromental Services &amp; Public Health</u>							
Revenues	(195,858)	(195,858)	0	(65,394)	(65,394)	33%	✗
Expenses	803,672	764,172	2,324	315,359	317,683	40%	✓
Transfer / Overhead Allocation	65,000	65,000	0	24,962	24,962	38%	✓
<b>Total Unit: Enviromental Services &amp; Public Health</b>	<b>672,814</b>	<b>633,314</b>	<b>2,324</b>	<b>274,927</b>	<b>277,251</b>	<b>41%</b>	<b>✓</b>
<u>Health and Environment</u>							
Revenues	0	0	0	0	0	0%	✓
Expenses	346,417	147,600	1,839	97,285	99,124	29%	✓
Transfer / Overhead Allocation	0	0	0	0	0	0%	✓
<b>Total Unit: Enviromental Services &amp; Public Health</b>	<b>346,417</b>	<b>147,600</b>	<b>1,839</b>	<b>97,285</b>	<b>99,124</b>	<b>29%</b>	<b>✓</b>
<u>Pest Management</u>							
Revenues	(500)	(51,600)	0	(1,343)	(1,343)	269%	✓
Expenses	729,350	771,639	4,373	375,837	380,210	52%	✓
Transfer / Overhead Allocation	144,000	144,200	0	82,878	82,878	58%	✓
<b>Total Unit: Enviromental Services &amp; Public Health</b>	<b>872,850</b>	<b>864,239</b>	<b>4,373</b>	<b>457,372</b>	<b>461,745</b>	<b>53%</b>	<b>✓</b>
<u>Vector Management</u>							
Revenues	(1,000)	(500)	0	0	0	0%	✗
Expenses	483,589	493,789	27,593	257,972	285,565	59%	✓
Transfer / Overhead Allocation	92,000	92,000	0	47,900	47,900	52%	✓
<b>Total Unit: Natural Resource Management</b>	<b>574,589</b>	<b>585,289</b>	<b>27,593</b>	<b>305,872</b>	<b>333,465</b>	<b>58%</b>	<b>✓</b>
<b>Total Section: HEALTH &amp; ENVIRONMENT</b>	<b>3,722,613</b>	<b>3,674,696</b>	<b>159,829</b>	<b>1,461,615</b>	<b>3,242,888</b>	<b>87%</b>	<b>✗</b>

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Adopted Budget \$	Revised Budget \$	EOM Commitments \$	YTD Actual \$	Commit + Actual \$	Variance %	On target 66.7% of Year Gone
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**10 NOTICES OF MOTION**

Nil

## **11 URGENT BUSINESS/QUESTIONS**

*Urgent Business is a provision in the Agenda for members to raise questions or matters of a genuinely urgent or emergent nature, that are not a change to Council Policy and can not be delayed until the next scheduled Council or Committee Meeting.*



**12 CLOSURE OF MEETING**